WizzForms Desktop

WizzForms is a powerful application that scans any driver's licenses or state ID from the US and Canada, and populates the information directly to ANY field entry program, including MS Excel, Access, Outlook, QuickBooks, ERP systems, CRM software, and any type of web form. WizzForms mimics the keystrokes of your computer and eliminates typos, while saving you time on manual data entry.

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Introduction

IDScan.net's WizzForms desktop application allows you to auto fill any form in a program or on a website by reading the information encoded in the 2D barcode (PDF417) or magnetic stripe of any US and Canada driver's license (DL), military ID, Common Access Card, hunting/fishing license, Canadian health card, or passport.

WizzForms is compatible with any Windows computer and can be integrated into any type of application including POS systems, visitor management solutions, text-entry programs (MS Excel, Google Docs), or web-based applications. Setup is simple and intuitive and takes only 3-5 minutes with no programming skills required. If used with our IDWare TT 800 Scanner or ESeek 280, WizzForms will also allow you to capture the image of the front and back of an ID.

The information from a driver's license that you can capture includes the name, address, gender, date of birth, and more. Here is a partial list of the fields you can capture:

Last Name	Birthday
First Name	Drivers License Number
Middle Name	License Expiration Date
Address1	Gender
Address2	Height
City	Weight
State	Hair Color
Zip Code	Eye Color

Requirements for WizzForms

- Compatible PC computer with MS Windows XP or higher with .NET Framework (free download) and a minimum of 512Mb RAM.
- 2D Barcode (PDF417) scanner and 3-track magnetic stripe reader
- WizzForms works with maximum of 2 ID capturing devices at the same time (such as magnetic card reader and 2D barcode scanner).

Supported Devices and Readers

WizzForms supports a variety of devices, all of which can be found on our website. We support the following ID reading and scanning devices:

- MiniMag II Magnetic Stripe Reader (USB)
- E-seek M-200 ID Card Reader for 2D Barcodes
- E-seek M-250 ID Card Reader
- E-seek M-260 ID Card Reader

- IDWare TT Scan 800 Duplex Image Capture ID scanner
- IDWare M-280 ID Card Reader with flat bed scanner
- 3M™ CR100 MRZ Passport and Document Reader

Please Note: WizzForms can be setup to work with any type of ID scanning device and reader, but some necessary adjustments may be required. If you need any help setting up your device please send an e-mail to support@idscan.net

Installing WizzForms

Step 1: Download the installation file from our website http://idscan.net/downloads.html

Step 2: Follow prompts until you are finished installing the software

Step 3: Install the driver's for the ID scanner you are planning on using from our website http://idscan.net/downloads.html

Step 4: Restart your PC

Uninstalling the WizzForms application

Step 1: Go to Start > Control Panel > Add or Remove Programs. In some operating systems, you will find - Start > Settings > Control Panel.

Step 2: Select WizzForms in the Add or Remove Programs window and click "remove."

Step 3: In some cases, you will find that when removing software, there will be one or two files that the operating system will ask if you want them removed since they may be shared by other programs. If you are unsure, always opt to keep these files.

Registration

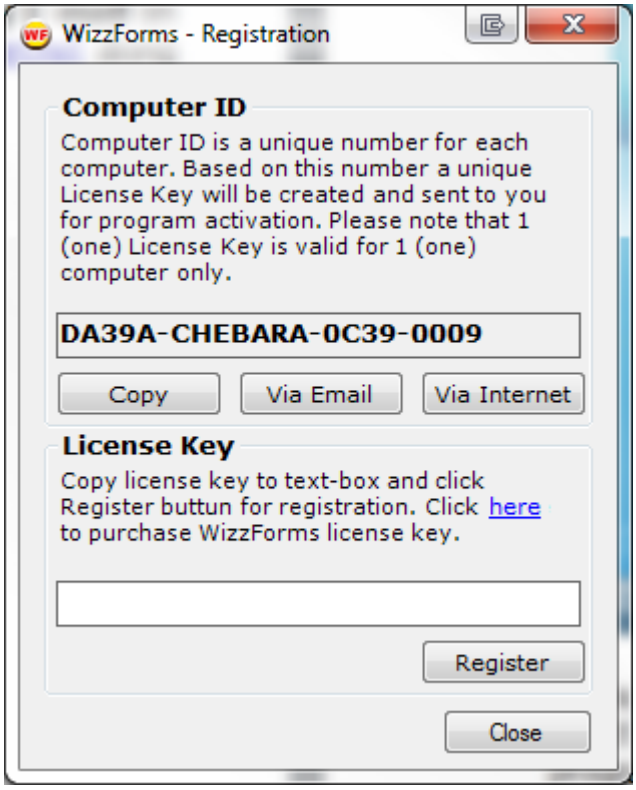
A Free 100 Scan Trial of WizzForms is available on our website. After 100 scans, you will have to uninstall the program or pay for a full version.

To pay for a full version, please go to our online store www.store.IDScan.net and pay using a credit card or PayPal.

After paying, send us your *Computer ID* by going to **Registration** and selecting appropriate option:

- **Copy** Computer ID (to the clipboard)
- Send Computer ID **via Email**
- Register **via Internet**

You will receive a License Key shortly.


WizzForms - Registration
Computer ID
Computer ID is a unique number for each computer. Based on this number a unique License Key will be created and sent to you for program activation. Please note that 1 (one) License Key is valid for 1 (one) computer only.
DA39A-CHEBARA-0C39-0009
Copy
Via Email
Via Internet
License Key
Copy license key to text-box and click Register buttun for registration. Click here to purchase WizzForms license key.
Register
Close

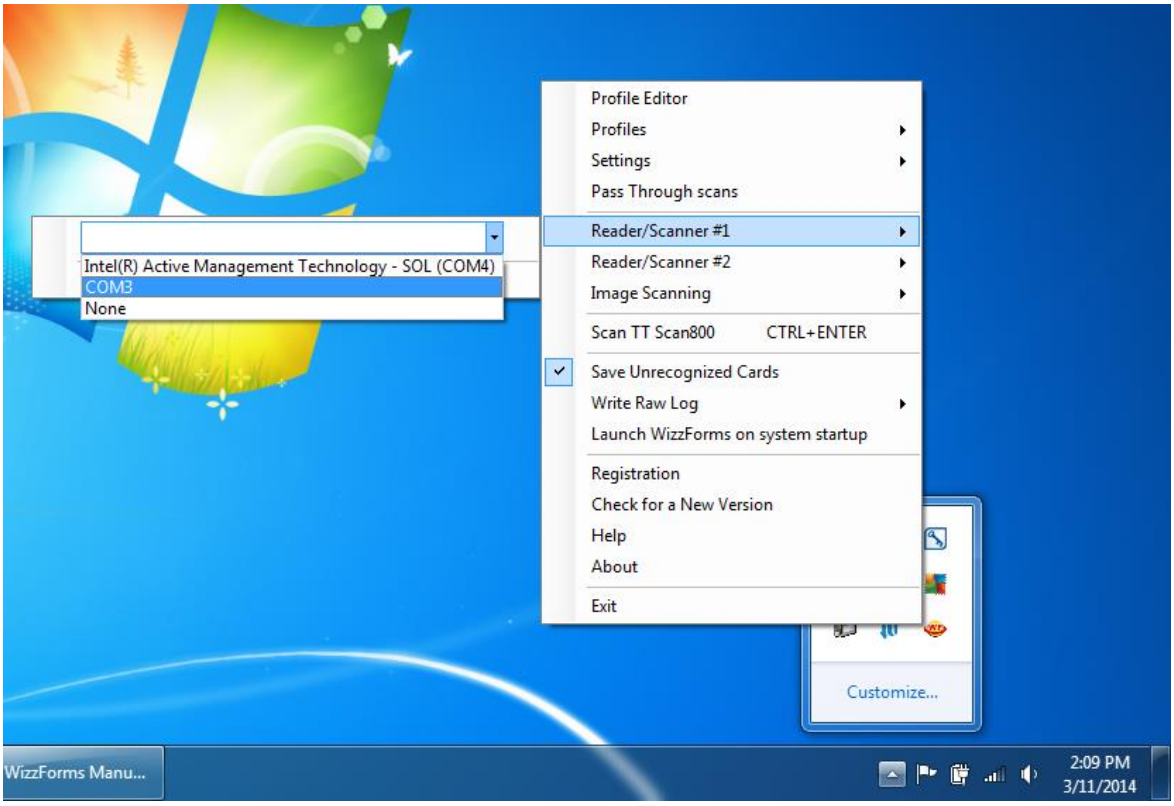
Enter in your *License Key* and press **Register**. You can view the status of your Registration via the **About** menu.

Getting Started

WizzForms Hardware Configuration

Connect the reader(s) before you start the software.

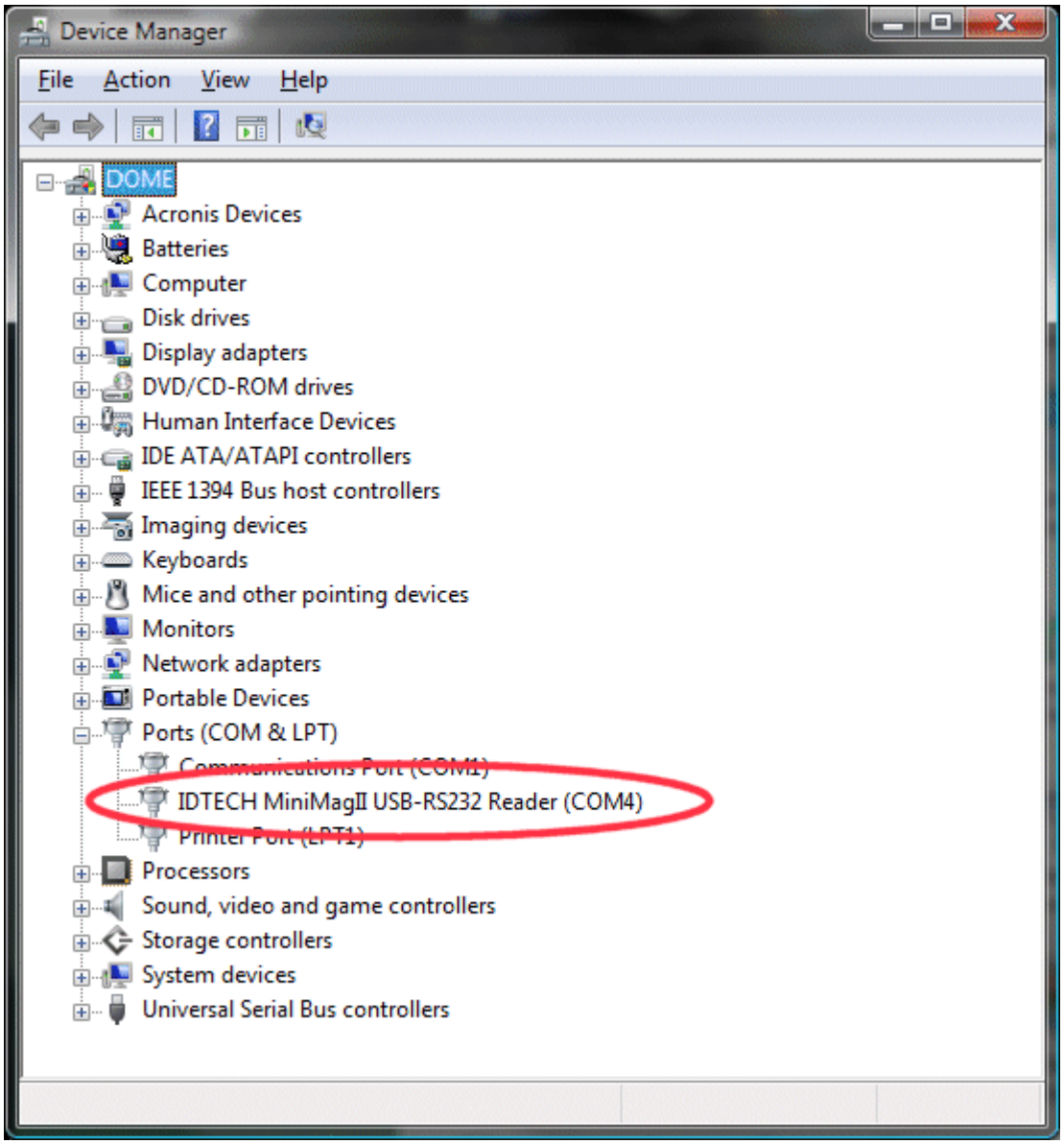
Once the WizzForm application is installed, please make sure to configure the software properly to work with the hardware of your choice. This is done by selecting the **Reader/Scanner #1** drop down from the main menu of the program:



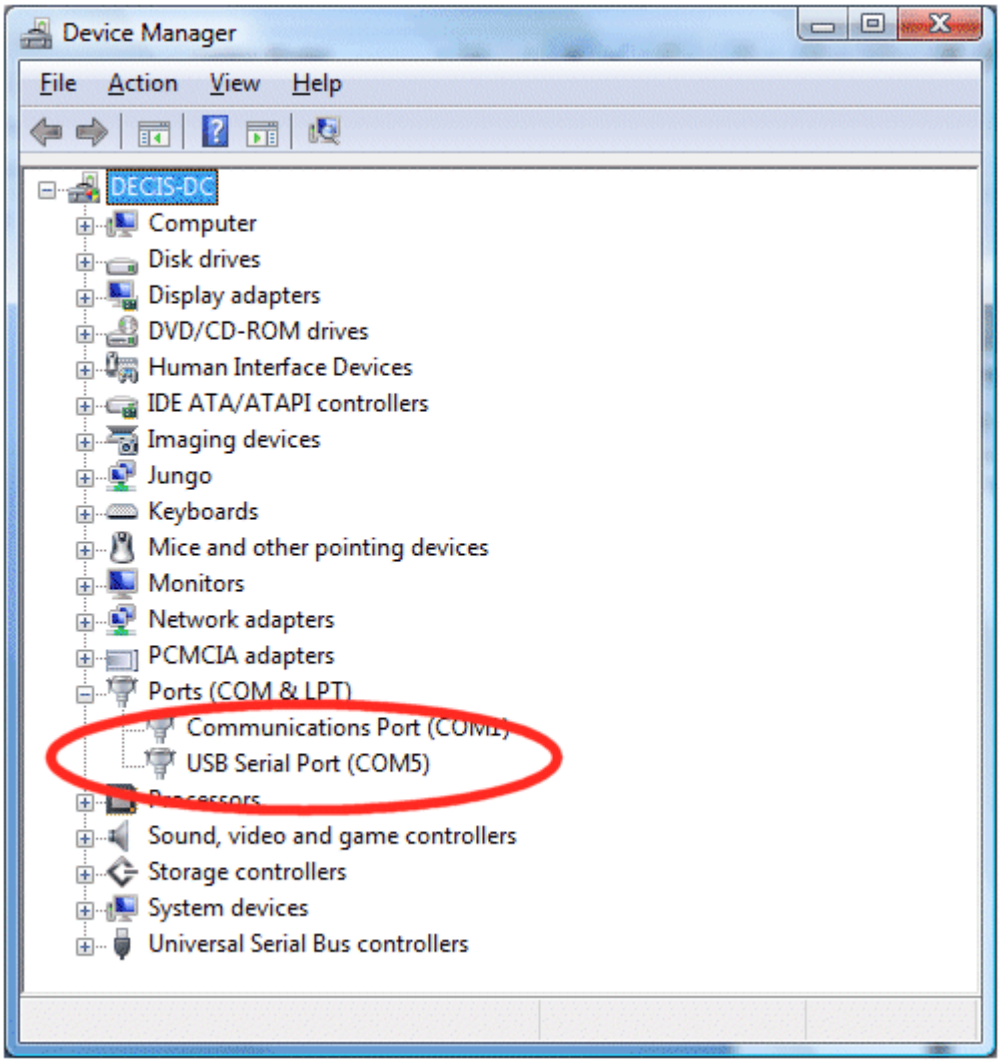
If you have more than one ID reader/scanner connected to a different COM-port, please select your port accordingly in the **/Scanner #2** drop down from the main menu of the program

If you are not sure which COM port to select for your reader, simply go to **Start > Control Panel > System** and select the **Hardware** tab. Then click **Device Manager** and take a look at the setting under Ports (COM and LPT). The USB magnetic card reader should look similar to the one illustrated in the picture below (note COM4 Port):

If you use **ESeek** (M250/M260/M280) hardware WizzForms automatically identify the right COM-port and set it up.



E-seek devices will look similar to this picture (note COM5 Port):



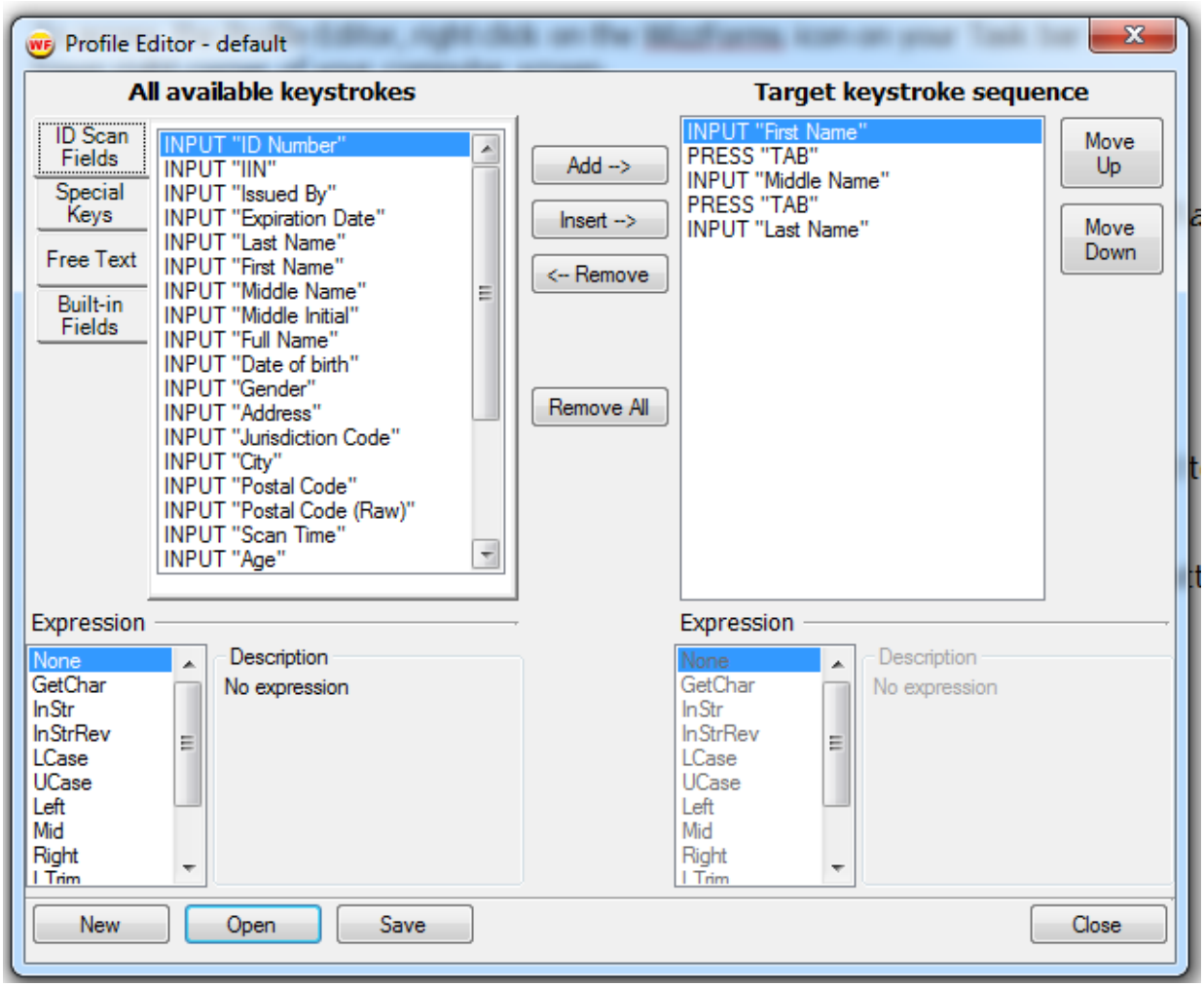
After installing a card reader device(s), run WizzForms.

Please note that without the proper reader device(s) manual configuration, WizzForms will not work.

Profile Editor Menu

Keep in mind when setting up the data fields that WizzForms mimics typing on your keyboard. When entering in customer information, think about when you need to press keys such as tab or enter to switch from field to field.

To access the Profile Editor, right click on the WizzForms icon on your Task bar in the lower right corner of your computer screen.



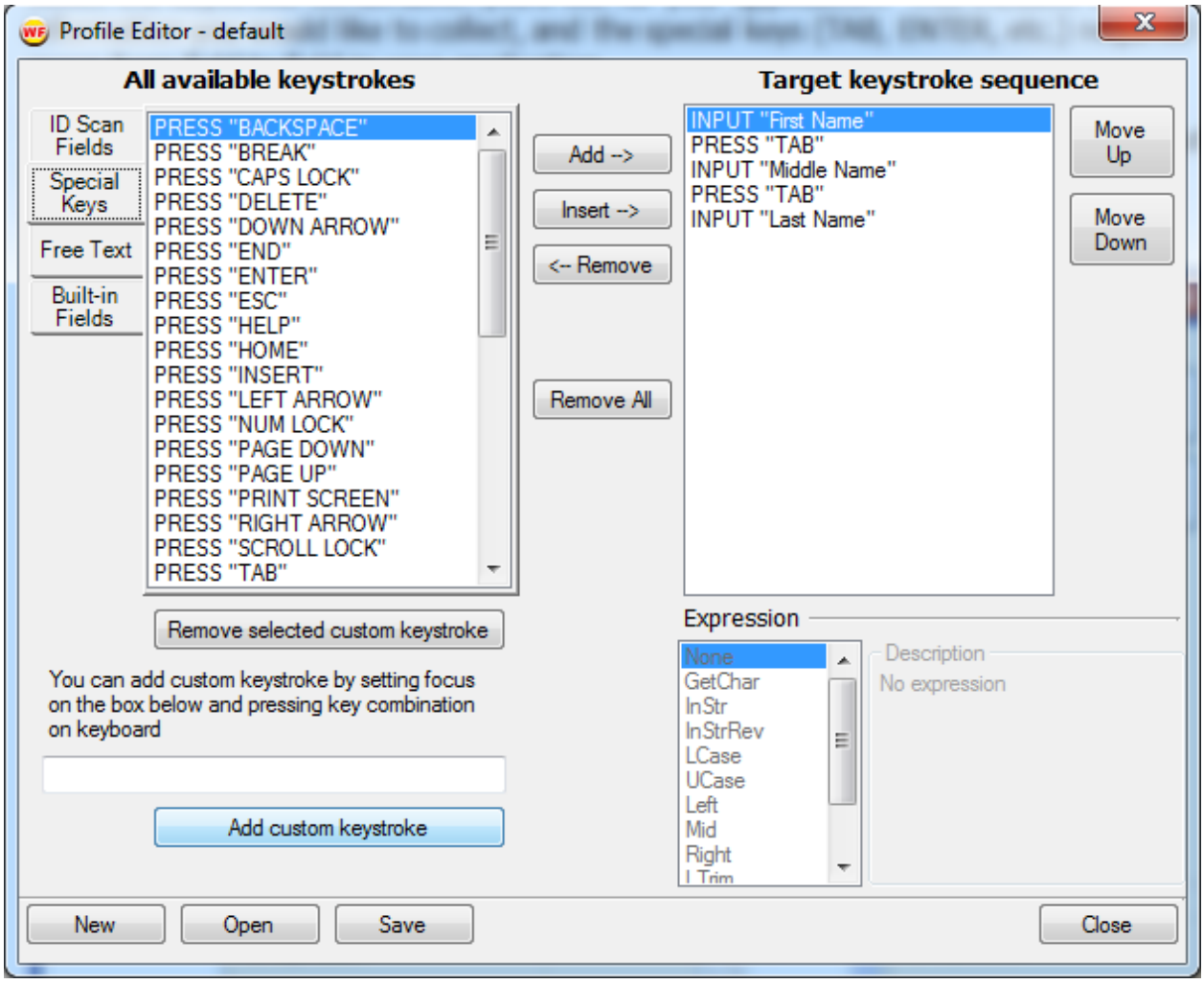
Please note that not all of the fields are available. It will depend on the type of the ID and the ID reading device you're using).

Advanced Features

Special Keys Menu

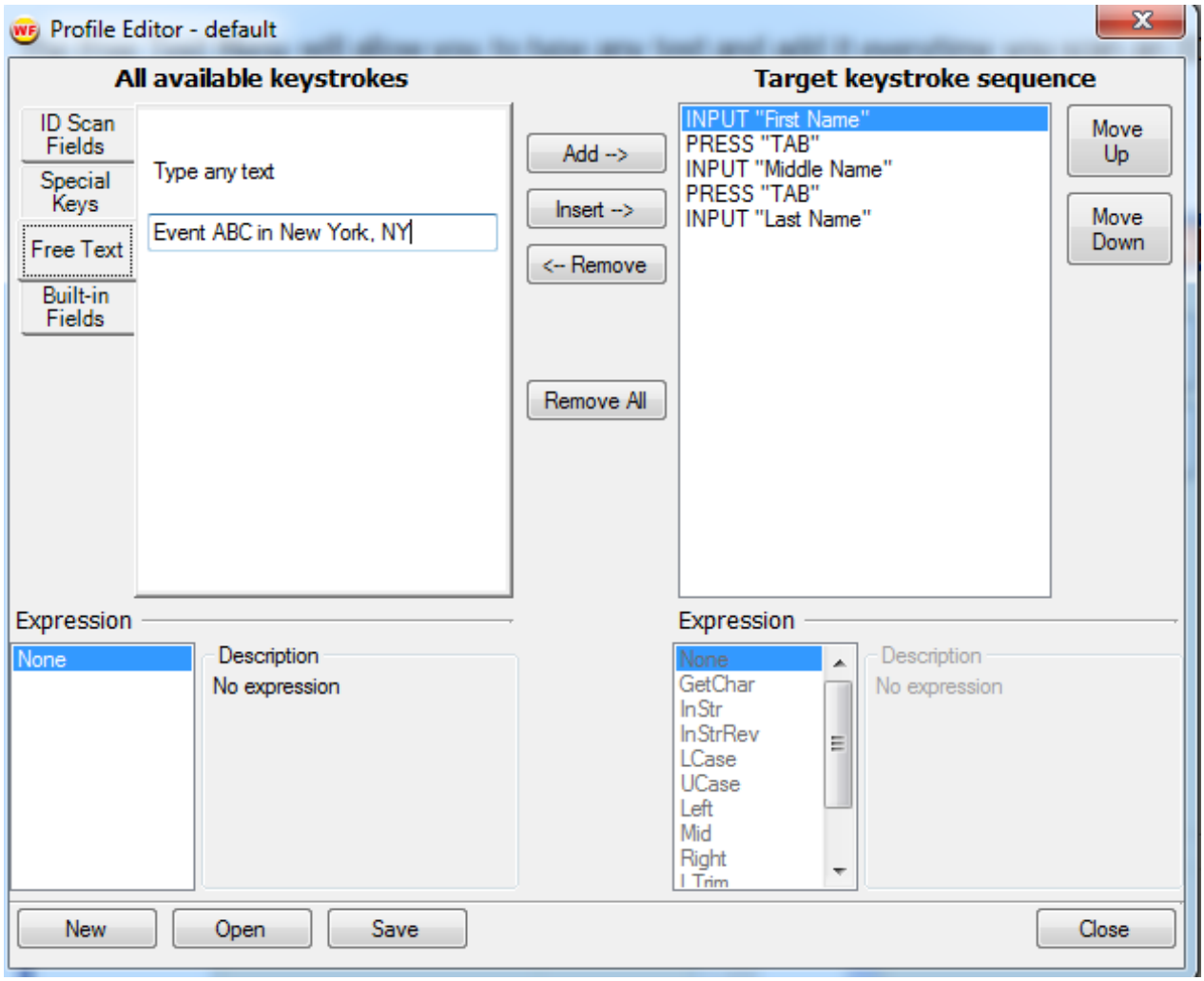
Select the keystroke combination you'd like for your application. This includes the information you would like to collect, and the special keys (TAB, ENTER, etc.) required to move from field to field in your application.

To customize the format of your data, use the "Expression" submenu located in the bottom left corner. This will allow you to perform actions such making the *Last Name* all uppercase or entering the *Date of Birth* in a specific date format, such as MMDDYY.



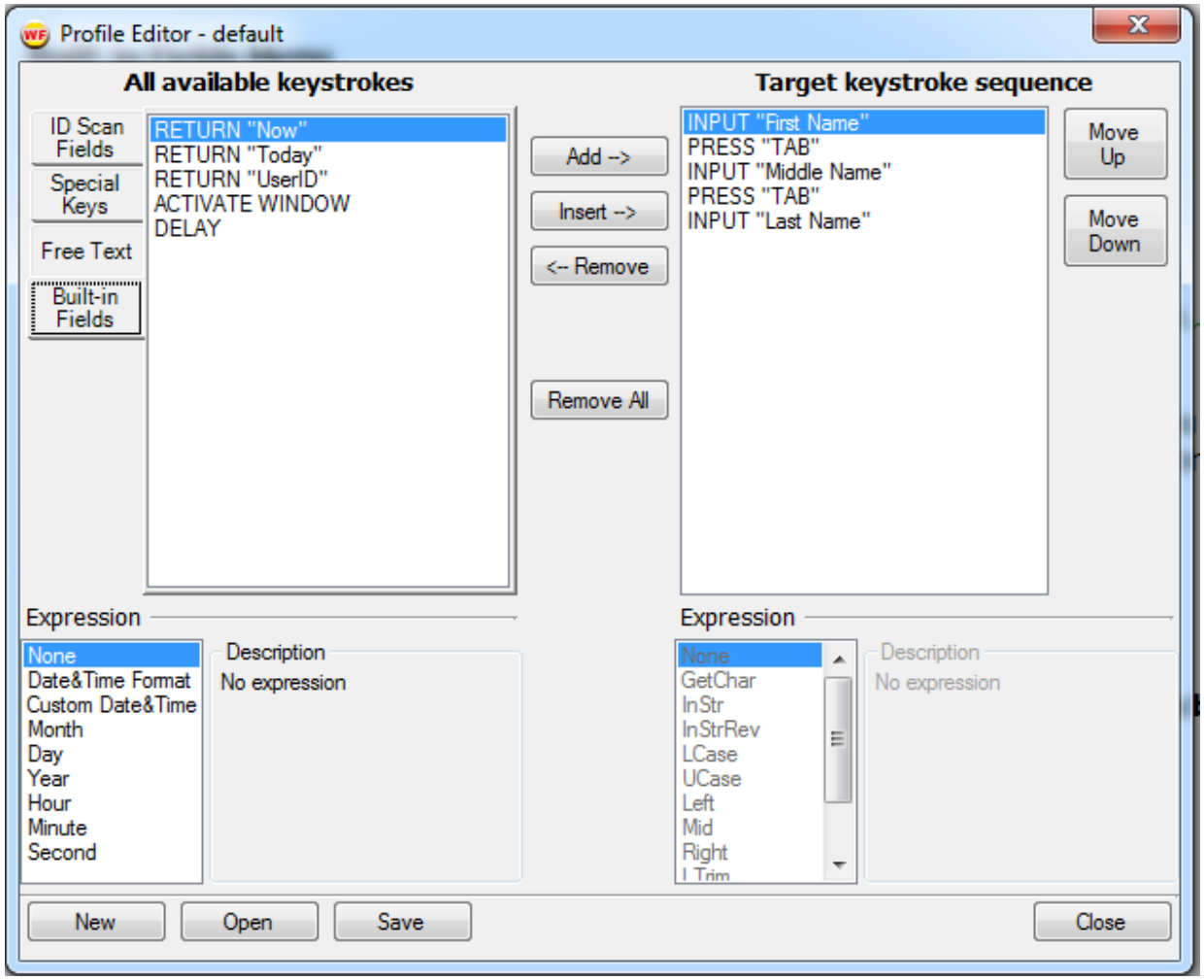
Free Text Menu

The Free Text Menu will allow you to type any text and add it everytime you scan an ID. For instance, if you're registering attendees at a regional event, you can program WizzForms to type "Event ABC in New York, NY" every time you collect data.



Built-in Fields Menu

The Built-in Fields Menu will allow you to collect information such as the current time, date, or UserID (the Windows login name).

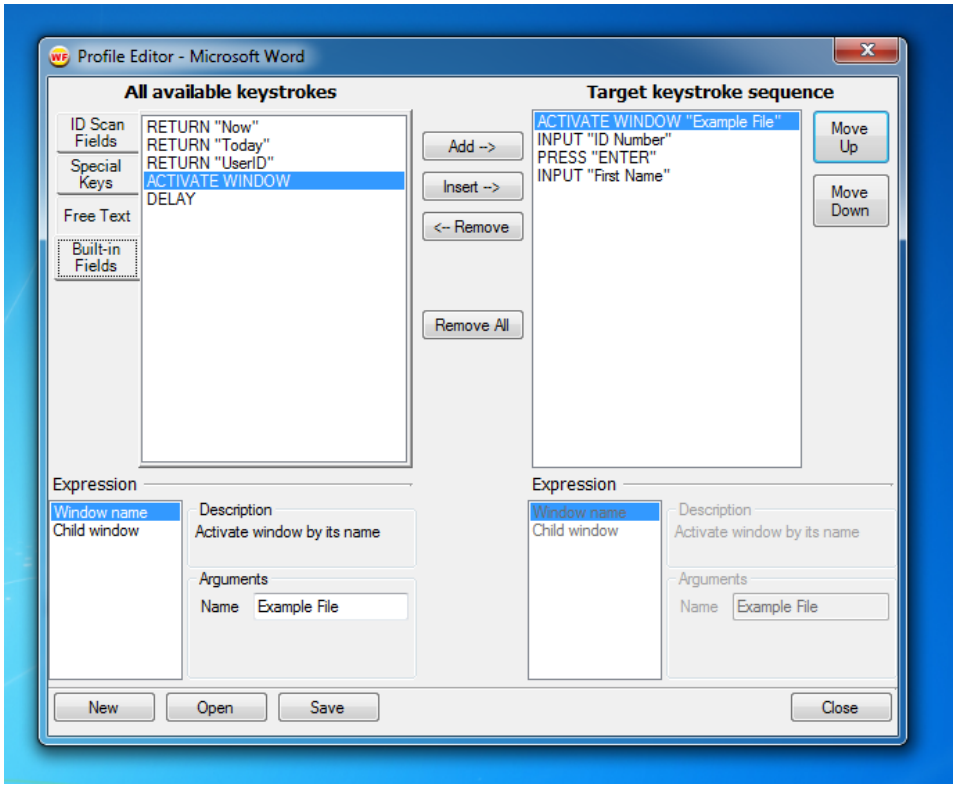


Important: After you configure the Keystroke settings, make sure to save the configuration file by pressing **Save** button. You can configure multiple profiles to customize how information is entered for each of your forms and applications.

After saving the configuration file, click **Close.** Then run the program with which you are trying to populate the ID data (such as MS Excel, POS, Internet Explorer with web forms, etc).

Active Window

The Active Window feature under the Built-in Fields tab will allow you to automatically choose any program and open that program before running your keystrokes. For example, if you have a Word document entitled "Example File", you can scan an ID, your computer will automatically go the the document "Example File", and start entering in ID Number and First Name (as programmed below).



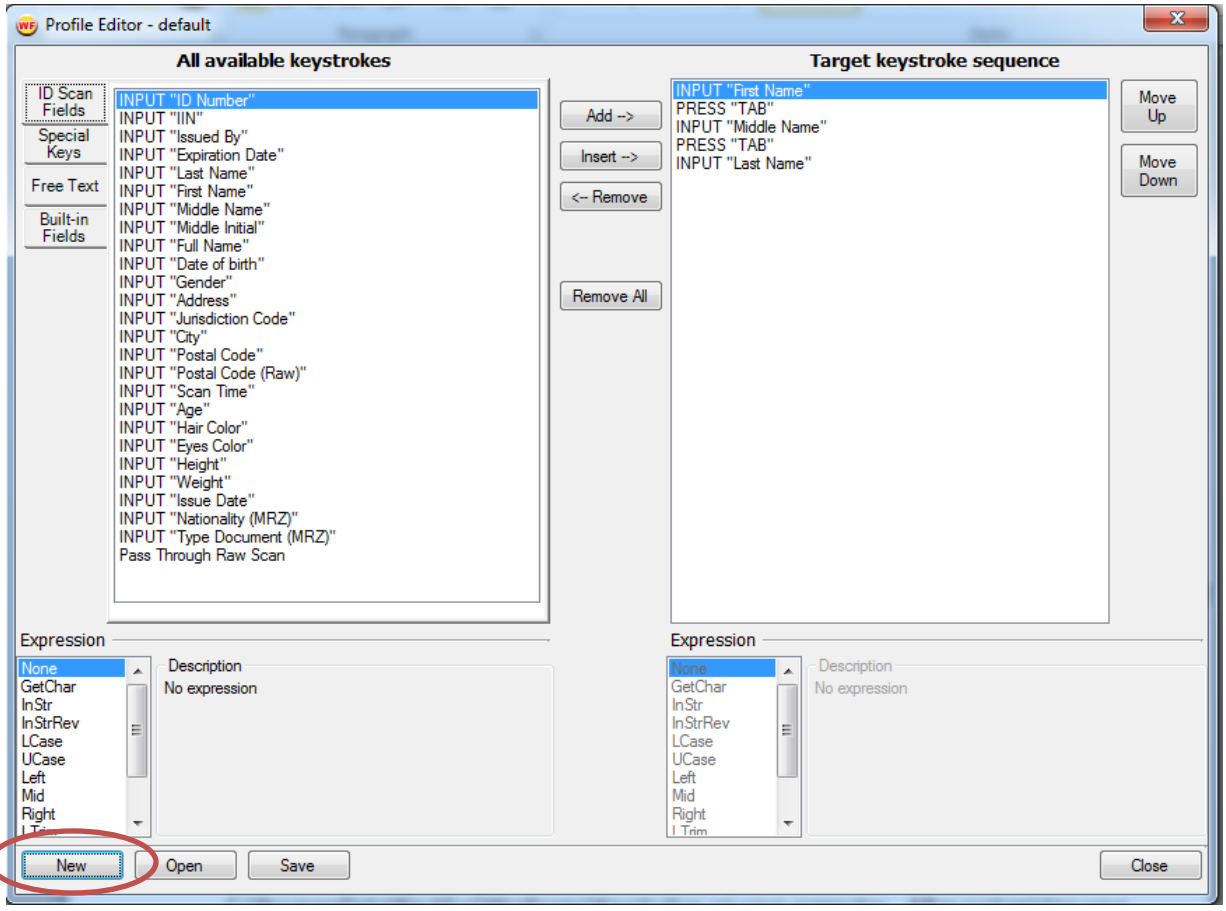
Child Window

The Child Window feature will allow you to navigate to a program and choose a window within that program (if applicable) to start entering in your keystrokes. For example, if you have a program called "Example Program" and within that program there is a window called "Example Window" and "Example Window 2". You can scan an ID, navigate to "Example Program" and "Example Window", type information, and afterwards navigate to "Example Window 2" within the same program, and enter in more information.

Creating and Choosing Profiles

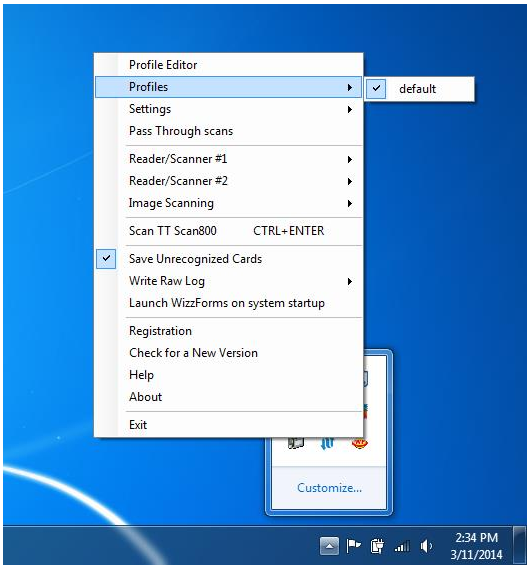
Creating New Profiles

WizzForms allows you to create and save customized profiles for each of your applications or web forms. To create a new profile, click **New** in the bottom left corner of the **Profile Editor.** The new profile you create is automatically saved to the Folder located at C:\ProgramData\Nautilus\WizzForms\Keystrokes on your computer. After customizing your profile, press **Save**.



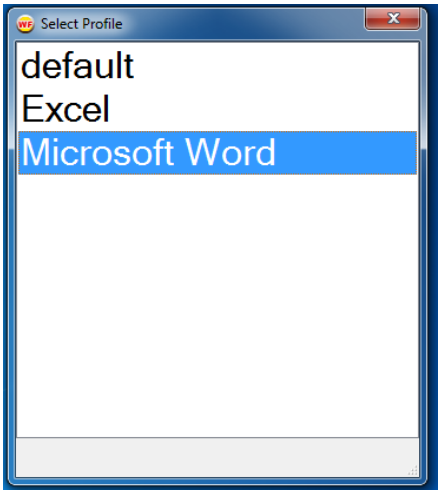
Choosing a Default Profile

To choose a default profile for every scan, right click on the WizzForms App, go to **profile**, and select a default profile.



Require a Profile for Every Scan

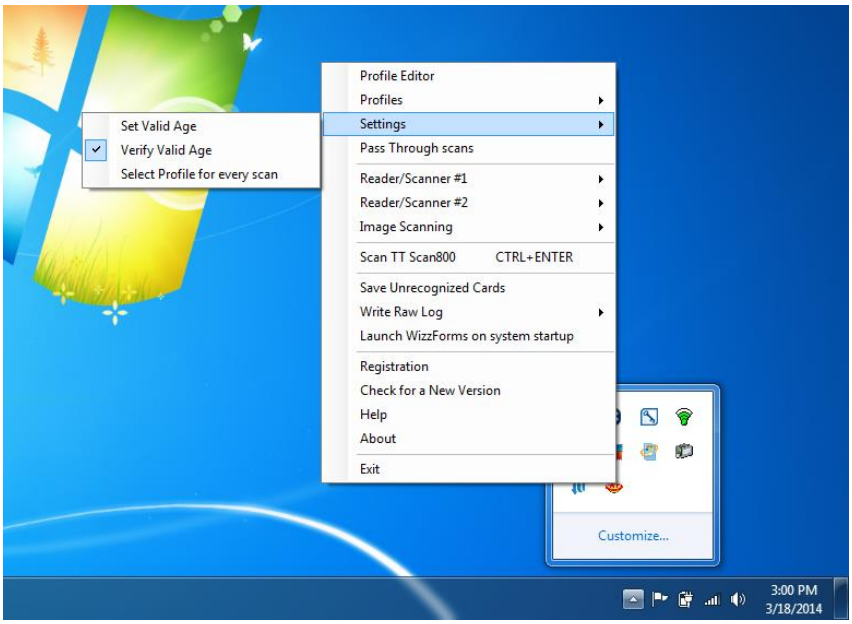
WizzForms can be customized to require a user to choose a profile for every scan. This setting is located under **Settings** and **Select Profile for Every Scan**



Age Verification

Verify Valid Age

WizzForms is capable of verifying age when you scan an ID. To use the age verification features, go to **Settings** and choose **Verify Valid Age.**



Set Valid Age

WizzForms allows you to choose the valid age when scanning IDs. Whether you need the valid age to be 18, 21, or 25, WizzForms provides flexibility to meet your age verification needs.

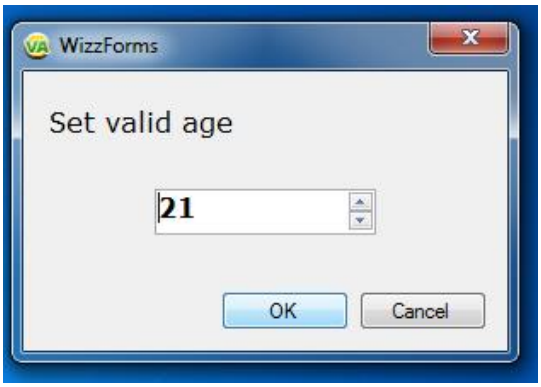
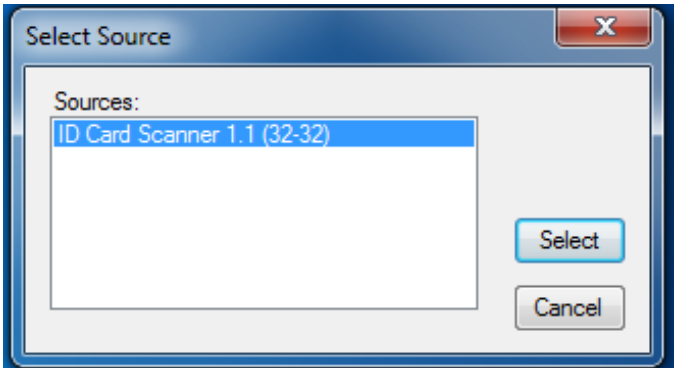


Image Scanning for M-280 and TT-800

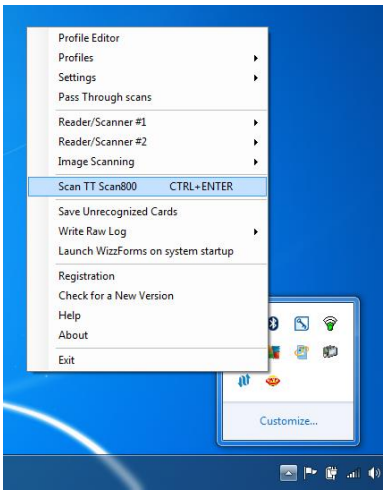
Setting up the Imaging Scanner

To set up your M-280 or TT-800 image capture device, first go to **Image Scanning** and **Select TWAIN Source**. From there, choose the scanner that is attached to your computer.



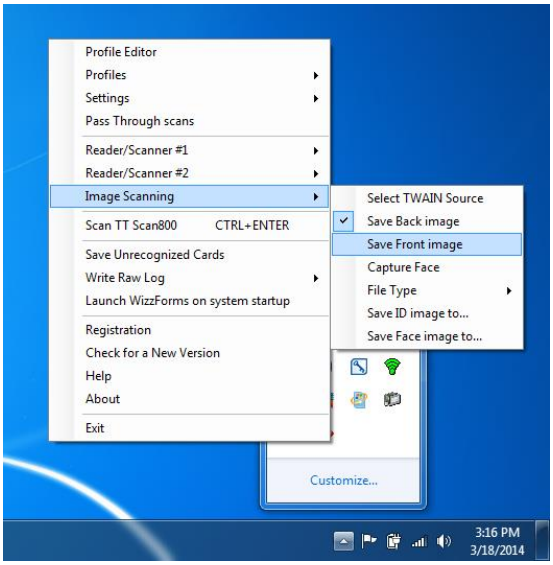
Scanning with TT-800

To scan an ID using the TT-800 device, place the ID in the scanner. The card will slide into the reader and the light with turn green which means it is ready for scanning. Press **Ctrl + Enter** or **Press the Scan TT-800** button on the WizzForms app. With one scan, the TT-800 will capture an image of the front and back of the ID and read the 2D barcode or magnetic stripe on the back of the ID.



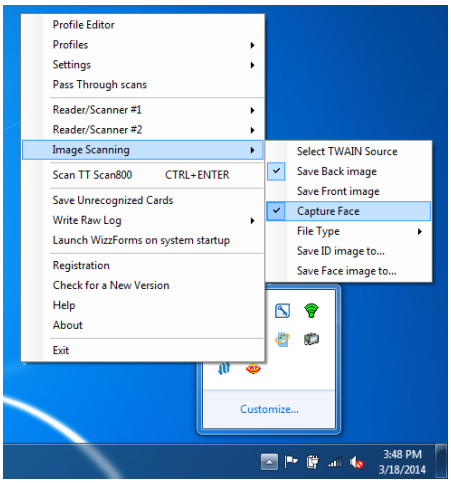
Save Image of Back and Front of an ID

WizzForms provides you with the option to save the front side, back side, or both sides of an ID. By navigating to **Image Scanning**, you can select what sides of the ID you would like to save.



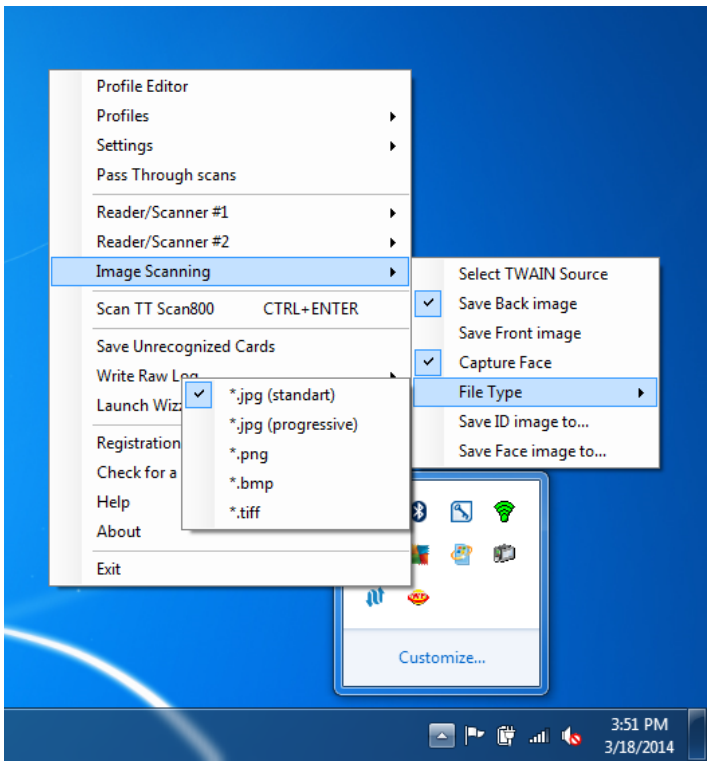
Capture the Headshot from an ID

To create visitor badges, WizzForms provides the ability to capture an individual's face from an ID. This means that when you scan an ID, you can capture the headshot of an individual and save it. To use this feature, go to **Image Scanning** and **Capture Face.**



Saving the Image and the File Types

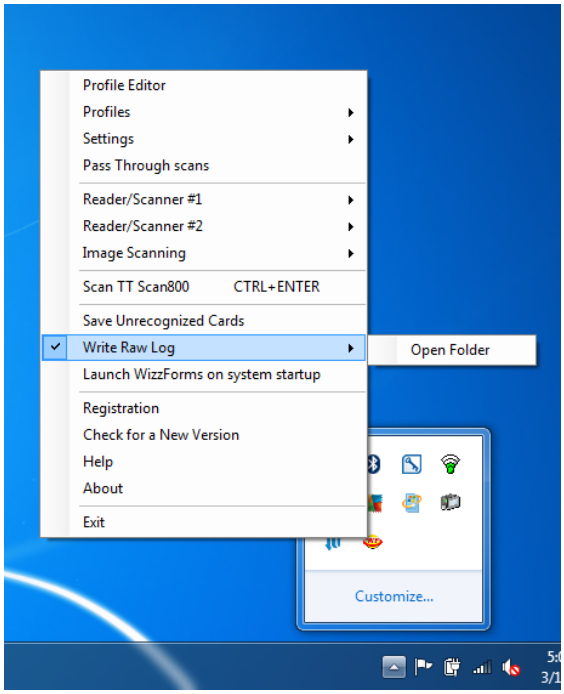
WizzForms allows you to customize the file format for each picture you save. You can save your images as a .jpg, .png, .bmp, or .tiff file. Additionally, you have the option to choose where on your computer you would like to save these images. WizzForms has separate options for **ID Image**, and for the **Face Image** (requires Capture Face to be enabled).



Troubleshooting

Write Raw Log

If your scanner is not working properly, we ask that you choose the option **Write Raw Log**, scan an ID, and send us the file. You can find the file by hovering over **Write Raw Log** and clicking **Open Folder.**



Save Unrecognized Cards

If you think that the ID scanner is not reading the ID correctly, we ask that you check the **Save Unrecognized Cards** option, and send us the file. The file is located under **Write Raw Log** and **Open Folder.**

Contacts

For additional questions, please visit our website at www.IDscan.net, contact us by phone at 1(888) 430-8936, or email support@idscan.net.